

## DRIVER CERTIFICATION PROCESS FOR NEW DRIVERS Ouick Reference Guide

DFRS Driver Candidate Submits Driver Training Request to Shift Captain LFRD Driver Candidate submits to LFRD Training Coordinator or Designee

DFRS Driver Candidates Forward Request and MVA Driving Record to MCFRS
Driver Training Coordinator to Schedule a Meeting to Review Requirements
LFRD Driver Candidates Forward Request and MVA Driving Record to LFRD
Driver Training Coordinator or Designee

Review Licensing & Program Requirements/Prerequisites with MCFRS Driver Training Coordinator/LFRD Driver Training Coordinator

DFRS/LFRD Driver Candidates Must Complete All Required Training Before Scheduling Practical Exam:

Written Examination @ MCFRTA or Approved Training Site
Training Competencies @ Station
Area Knowledge Examination @ Station
Driver Evaluations in the Routine Driving Mode @ Station
Written Assignments @ Station
Driving Log @ Station

Contact MCFRS/LFRD Driver Training Coordinator to Schedule Practical Examination at Approved Training Site

**Successfully Complete Practical Examination** 

Successfully Complete 10 Evaluations on Emergency Responses with Engine, Truck & Rescue Squad

Successfully Complete 5 Evaluations on Emergency Responses with EMS Unit No Emergency Response Evaluations Needed for Tankers or Brush Trucks

Shift Captain/LFRD Driver Training Coordinator Completes and Forwards Certification Checklist to Safety Section Assistant Chief, LFRD Chief, Battalion Chief and Appropriate Driver Training Coordinator